Notice of Funding Opportunity

State Agency Name: **Iowa Department of Workforce Development**
Funding Opportunity Title: **Statewide Intermediary Work-Based Learning Grant**
Announcement Type: **Initial**

IMPORTANT DATES
- Deadline: Grant applications are due by Tuesday, **June 2, 2023, at 11:59 a.m.** Central Standard Time
- Iowa Workforce Development (IWD) will host a webinar to provide information and an opportunity for a live Q&A on Thursday, May 11th, 10:00 – 11:00 am **CST**.

PROGRAM DESCRIPTION

1. Purpose

The purpose of the Statewide Intermediary Work-Based Learning Network is to prepare students for the workforce by facilitating cooperation and collaboration among businesses and entities within the state system of education. This is done by offering relevant, work-based learning activities to students and teachers from all school districts in Iowa. (See Iowa Code §256.40 (2).

This program supports the coordination of career fairs, job shadows, classroom speakers, internships, registered apprenticeships, quality pre-apprenticeship and other work-based learning experiences. The focus of program is to establish or expand work-based learning by creating connections and relationships between students and employers; facilitate coordinated work-based learning efforts across the state; and help school districts and employers design and implement authentic work-based learning plans.

The funding is for a 12-month period, beginning July 1, 2023, and ending June 30, 2024.

Work-based learning is a priority initiative for the Governor and the State of Iowa. According to Iowa's Area Education Agencies, the number of students exiting high school without a post-secondary plan continues to increase every year. Additionally, the number of students who enroll in a post-secondary training program, is also declining. Work-based learning is a continuum of activities and experiences that are intended to prepare students for the workforce and help them develop meaningful post-secondary career plans based on meaningful work experiences. The goal of this program is to support students in expanding their awareness of career opportunities in Iowa and the training programs available to them. The responsibilities of the intermediary network include the following.

- Prepare students to make informed postsecondary education and career decisions.
- Provide communication and coordination to build and sustain relationships among employers and local youth within the education system and the community at large.

- Connect students to career opportunities within the state creating a skilled and available workforce.
- Provide a one-stop contact point for information useful to both educators and employers, including information related to internships, job shadowing experiences, registered apprenticeships and other workplace learning opportunities in high demand industries.
- Integrate services provided through the program with other career exploration-related activities through work-based learning opportunities.
- Facilitate the attainment of portable credentials of value to employers.
- Develop work-based capacity with employers.
- Provide core services, which may include job shadowing, internships, registered apprenticeships, and other opportunities for students to engage in meaningful ways with employers.

As a condition of receiving moneys appropriated under this funding opportunity, the subrecipient of the funds shall:
- Utilize the data collection process identified by Iowa Workforce Development to record all activities related to employers and schools (training and technical support will be provided).
- Attend required meetings hosted by Iowa Workforce Development.
- Participate in registered apprenticeship, pre-apprenticeship and internship trainings, meetings, and technical assistance opportunities.
- Attend at a minimum, quarterly business services meetings at local Iowa*WORKS* Centers.
- Work in collaboration to lead regional work-based learning efforts with School Districts, Community Colleges, Iowa*WORKS* Centers, Local Workforce Development Boards, Sector Board Partnerships, Economic Development, Governor's STEM Council and other area stakeholders to meet regional needs.
- Conduct a universal school district needs assessment in August 2023 and April 2024. This needs assessment will be used to identify high-priority school districts and shape future direction.

2. **Funding Priorities**
Priority will be given to applicants who demonstrate the ability to prioritize the following:

- Facilitate the development and support of work-based learning structures, capacity and programs with area high schools and employers with the goal of sustainability.
- Provide technical assistance and on-going guidance to high-schools and employers for the establishment of pre-apprenticeship, registered apprenticeship, and internship programs for high school students.
- Prioritize work-based learning activities that focus on middle and high school students.

3. **Performance Measures:** All applications must include performance measures that logically connect the grant priorities. Performance measures are identified on the Program Plan and Performance Measures Spreadsheet (APPENDIX E) and must be completed and included as part of the application.

4. **Program Authority**

The authority for Iowa Intermediary Network grant funds are noted in Iowa Code § 256.40.

5. **Definitions**

"*Applicant*": Iowa educational organizations, community colleges, non-profit organizations, local workforce development boards, and other entities with the capacity to coordinate and provide relevant and required work-based learning activities available to all school districts in a community college region.

"*NOFO*": Notice of Funding Opportunity and any included attachments, exhibits, schedules, or addenda.

"*Participant*": A reportable individual/trainee who has received grant-assisted services.

"*Community College Region*": This is a region in Iowa that is the same as Iowa's pre-designated community college regions. Only one award will be awarded per community college region. An applicant may apply for multiple community college regions but will need submit a unique application per region served.

"*Event*": An event is one of the identified work-based learning activities described in the Program Plan (Appendix F). For example: A career fair is one event, if three career fairs are hosted as part of the intermediary work, this would equate to 3 events. Events exist in one of two categories for scoring purposes. Category One events include Career Classroom Speakers, Career Fairs, Career Simulation Events, Job Shadows, Worksite Tours, and Student Skills Development Activities.   Category Two events include Work-Based Learning Technical Assistance, Internship, Pre-Apprenticeship and Registered Apprenticeship program agreements and Educator and Employer Skill Development Activities.

"*Internship*": A planned, structured learning experience that takes place in a workplace for a limited period-of-time. Work experiences or internships may be paid or unpaid, as appropriate, and consistent with other laws, such as the Fair Labor Standards Act. A work experience or internship may be arranged within the private for-profit sector, the non-profit sector, or the public sector. This must include learning measurable skills and knowledge.

"*Pre-Apprenticeship* ": A program designed to prepare individuals to enter and succeed in a registered apprenticeship program, which includes: training and curriculum that aligns with the skill needs of employers in the economy of the State or region, access to educational and career counseling, and other supportive services, hands-on, meaningful learning activities that are connected to education and training activities, such as exploring career options, understanding

how skills acquired through coursework can be applied to a future career, opportunities to attain at least one industry-recognized credential. A Quality Pre-Apprenticeship program can lead to an opportunity with one or more registered apprenticeship programs that assists in placing individuals who complete the pre-apprenticeship into a registered apprenticeship program.

"*Registered Apprenticeship*": an employer-driven, "learn while you earn" model that combines on-the-job training with job-related instruction in curricula tied to the attainment of industry-recognized skills standards and uses the Department of Labor framework. The on the job (OJT) is provided by the employer who hires the apprentice, although some employers also provide the job-related instruction.

"*Career Classroom Speakers*": An industry expert shares their perspectives on their career and their passion for what they do to make connections with duties and daily activities of the job. The speaker also is open for questions from students and educators.

"*Career Fairs*": These events are an exposure tool for students of all ages to learn about a variety of career options. Events should include age-appropriate, job-related, interactive activities and information.

"*Career Simulation Events*": Interactive experiences such as a simulation trailer (STEM, construction, CDL, etc.), Careers on Wheels, and other simulator experiences at a physical location or via a virtual site.

"*Job Shadow*": A job shadow is for the student prepared to explore a specific career of interest by observing an experienced employee performing their typical work duties in a real-world work environment. This is a temporary (at least 2 hours, ideally longer) unpaid exposure to the workplace. Students should receive formalized instruction about their career choice, expectations of the job-shadow, how to prepare for their visit, and reflection/follow-up. Discuss the potential next work-based learning options.

"*Worksite Tour*": A career experience where students tour a workplace to learn about careers, industry expectations, observe relevant work in progress and ask questions to industry professionals. Focused on a career pathway and offers an opportunity to learn in-depth about several careers on-site including a hand-on activity at the site.

"*Student Skill Development Activities*": Activities designed to enhance career development skills. Can include resume/cover letter preparation, job shadow/internships preparation.

"*Work-based Learning Technical Assistance*": Facilitated meetings with key stakeholders prioritizing schools and employers to discuss work-based learning opportunities specifically internships, pre-apprenticeships and registered apprenticeships. This is an in-person or virtual meeting facilitated by the Intermediary. These meetings are conducted in a proactive manner or as a response to a request. The meetings are intended to start or expand school-business partnerships leading to a registered apprenticeship, pre-apprenticeship or internship program.

"*Educator Skill Development Activities*": Coordination of teacher externships, workplace tours, assistance developing work-based learning plans.

"*Employer Skill Development Activities*": Education and technical assistance to support employers' capacity to successfully implement work-based learning programs with partner schools.

AWARD INFORMATION

1. Estimated Available Funds
The State of Iowa has identified $1,450,000 to support the Iowa Intermediary Work-Based Learning Grant. The source for funding will be the statewide work-based learning intermediary network fund in the state treasury under the control of the department of workforce development.

2. Estimated Award Amount
Grant funding awarded through IWD may be up to $96,666 per region served.

3. Project and Award Period
The project period is July 1, 2023, through June 30, 2024. Upon approval of the grant award and project plan, the entire amount of approved funding is provided to the awardee. Costs incurred prior to July 1, 2023, or after June 30, 2024, will not be eligible expenses. Awardees must provide a detailed report of the progress of the project and the use of funds on a quarterly basis, beginning from the date the Memorandum of Understanding between the applicant through June 30, 2024.

4. Use of Funds
Funds can be used for expenses related to the successful implementation of the program. This includes staff salary and benefits, transportation, materials and supplies, and other related expenses. These expenses need to be identified and explained in the grant budget and budget spreadsheet for the grant application.

5. Type of Award
This funding is upfront payment. Upon approval of the grant award, project plan and a signed MOU, the funds will be dispersed to the awardee.

6. Cost Sharing or Matching Funds
Applicants are required to match the funds received with financial resources equal to at least 25% of the amount of funds received at the time of application submission. The financial resources used to provide the match may be private donations, in-kind contributions, or public funds other than the grant funds received from this grant opportunity. Documentation of the availability of matching funds must be included as an attachment with the grant proposal.

Approved documentation for verification of matching funds includes a letter of explanation detailing the dollar amount from a third-party financial institution, a bank statement or letter from a Certified Accountant showing the funds available for the purpose of the grant.

7. Reporting Requirements

Successful applicants will be required to submit a Quarterly Narrative Progress Report, and a final report to IWD on specific grant activities funded with this award.

The report will summarize project activities, outcomes, and other deliverables of the project, including but not limited to:
- Employers actively involved in work-based learning.
  - Currently engaged in work-based learning (continued engagement).
  - Newly engaged employers.
- Number of events/activities.
- Number and name of school districts served.
- Grade in school of participants.
- Partner organizations and roles played.
- Occupations related to events.
- Number of participants.
- Total participants attaining an industry-recognized credential.
- How the intermediary program integrated with the local workforce and education systems.

This report may also include progress of the project award and details relating to the key performance indicators and lessons learned. Successful applicants will also be required to provide measurements tools and metrics used to determine the success of the program.

ELIGIBLE APPLICANTS

Eligible applicants include Iowa educational organizations, community colleges, non-profit organizations, local workforce development boards, other entities with the capacity to coordinate and provide relevant and required work-based learning activities as described in this notice of funding, to all school districts in a community college region. Grantees must comply with all applicable provisions of State and federal laws pertaining to nondiscrimination, sexual harassment, and equal employment opportunity.

APPLICATION AND SUBMISSION INFORMATION

1. **Electronic Submission Instructions**

Applicants must submit applications electronically at www.iowagrants.gov. Applicants should create an account and begin the application in advance of the deadline. For registration guidance, refer to "IowaGrants.gov New User Registration Instructions" (see Appendix C).

Each application must include a Program Contact, which will be the email and phone number we use to contact for questions and to notify regarding the outcome of the grant application.

Official email communication from IWD regarding this application will be issued from iowa.grants@webgrantsmail.com or Kathy.leggett@iwd.iowa.gov. Applicants are to ensure these communications are received and responded to accordingly.

2. **Content**

Applicants will enter or attach the following components of a complete application in www.iowagrants.gov.

- General Information
  - Cover Sheet
  - Executive Summary
- Regional Priorities
- Program Plan and Performance Measures
- Partnerships and Collaboration
- Organizational Capacity
- Budget Narrative & Spreadsheet

3. **Submission Dates and Times**

Please see the Important Dates section at the beginning of this announcement for the submission deadline. IWD reserves the right to extend the submission deadline, and any notice of such extension will be posted on IWD's website and/or IowaGrants.gov.

Attempted submission of a completed application after the stated due date and time will not be allowed by the system. If a submission is attempted after the published date and time, the applicant will receive a notice stating, "The Funding Opportunity is closed."

APPLICATION REVIEW INFORMATION

1. **Criteria**

Regional Priorities	10 points
Program Plan and Performance Measures	40 points
Key Partnerships and Collaborations	20 points
Organizational Capacity	20 points
Budget Narrative & Spreadsheet	10 points
TOTAL	100 points

See Appendix B for a full description of criteria and a scoring rubric.

2. Review and Selection Process

IWD will conduct a comprehensive, and impartial evaluation of completed applications received through Iowa Grants by the stated deadline in response to this NOFO. IWD will use an evaluation committee to review, evaluate and recommend an award based on the results of the scoring criteria. The evaluation team will consist of 3-5 impartial reviewers and will use the scoring criteria listed in this section to review applications. A review team will use the criteria listed in this section to review applications under this funding announcement.

3. Applicant Clarification

Some applicants may receive requests to provide clarifying information and/or make changes to their application, including changes to their budget. This information is used by IWD staff in making funding recommendations. Applications may be recommended for funding even if they are not asked clarifying questions. A request for clarification does not guarantee a grant award. Failure to respond to requests adequately and in a timely manner may result in the removal of applications from consideration.

4. Selection for Funding

Decisions to award grants and the funding levels will be determined per application based upon compliance with the requirements of this funding announcement. Applicants may be selected to enter into a grant agreement, finalizing grant terms, budget, and scope-of-work provisions, at which time the final decision to make a grant award will be made. Submission of an application is not a guarantee of an award.

AWARDING AGENCY CONTACT(S)

Please direct any questions regarding this NOFO to:
Kathy Leggett
Future Ready Iowa Policy Advisor
Kathy.leggett@iwd.iowa.gov

TECHNICAL ASSISTANCE
Technical Assistance (TA) will be provided throughout the application process, in the form of public questions and direct support.

OTHER INFORMATION

1. If an applicant fails to meet any eligibility criterion at the time of an application deadline, the application may still be considered for review if deemed appropriate by IWD; however, the State of Iowa will not make an award until all eligibility criteria are met.

2. Applications that are deemed to be priority may be weighted above those that are not deemed priority based on this NOFO.
3. IWD reserves the right to request additional information from applicants to evaluate applications.
4. IWD, at their sole discretion, reserves the right to reject all applications; to reject individual applications for failure to meet any requirement; to award in part or total; and to waive minor defects and non-compliance. Such a waiver will not modify the program requirements or excuse the applicant from full compliance with program specifications or grant agreement requirements if the grant is awarded. Submission of an application confers no right to an award or to a subsequent grant agreement.
5. All application submissions become the property of IWD. If funds are awarded, the contents of all applications will be in the public domain at the conclusion of the selection process and will be open to inspection by interested parties, subject to exceptions provided in Iowa Code Chapter 22 or other provisions of law.
6. IWD is not obligated to award any grants under this program, to pay any costs incurred by the applicant in the preparation and submission of an application or pay any grant-related costs incurred prior to the grant beginning date.
7. All decisions by IWD are final.
8. Upon IWD's approval, the successful applicant will receive a grant agreement via email from IWD. The applicant has 10 business days to sign the grant agreement. If the agreement is not executed within 10 business days, IWD reserves the right to cancel the award. IWD, at their discretion, may extend the time for executing the grant agreement.
9. Any grant agreement awarded by IWD shall include specific provisions, terms, and conditions.

APPENDIX A: Iowa Intermediary Work-Based Learning Network Application Guidance

Please review the following guidance when preparing your grant application in IowaGrants.gov. The application gathers general information, narratives, budget information, and attachments. Each section includes prompts that must be addressed.

General Information
Complete Cover Sheet-General Information. On this form, applicants will enter basic information about their organization including:
- Contact information of your organization's Primary Point of Contact and may include an Authorized Representative
- Contact information of your organization's Fiscal Officer/Agent
- Identification of County(ies) participating, involved, or affected by the proposal.
- Identification of Congressional District(s), Iowa Senate District(s), and Iowa House District(s) involved or affected by the proposal.

Program Information
Enter basic information about their application including:
- Legal Organization Name (must match W-9 exactly)
- Organization type (Government, Nonprofit, Higher Education, Business, etc.)
- Business Address and Program Address (if different than business address)
- Primary Point of Contact Phone Number and Email Address
- Amount requested.
- Choose the multi-county area(s) you are applying to serve from the drop-down box.

Regional priorities
The top priority for FY 2024 is to facilitate and support the development, capacity, and sustainability of work-based learning plans within schools and employers, which include the development of internships, pre-apprenticeships, and Registered Apprenticeship programs between high schools and employers. **Knowing this is top priority please detail the following.**

- Identify two **additional** work-based learning priorities for the region most needed to prepare students for the workforce and to make quality connections between high school students and employers.
- Identify and explain the information and data that supports the priorities you have identified.
- Identify and justify the information and data gathered that supports these additional identified priorities.

Program Plan and Performance Measures
- Complete and upload proposed program plan and performance measures spreadsheet template (Appendix E). The total number of Category One events shall not exceed 33% of the total number of events planned for the year.

- Describe in detail the goals of the program related to the grant priorities.
- Provide details on how events and program efforts will be evaluated to determine success. Expand on the details listed in the appendices such as quarterly goals, general timelines of events, delivery methods, and key performance indicators.
- Describe with detailed timelines and recruitment efforts to communicate with every high school in the region to be served.

Partnerships/Collaborations
- List the key stakeholder and partner agencies by name you will collaborate with to provide needed services, reduce duplication, and meet customer needs (Appendix F).
- Identify the key partnerships and collaborations by name which you are currently working with, their role with this program, ways you have reduced duplication with these partnerships and the services they provide to meet regional work-based learning goals.
- Identify the key partnerships and collaborations by name which you are proactively planning to work with, their role with this program, ways to reduce duplication and the services they will provide to meet regional work-based learning goals.
- Describe the communication plan with partners and how communication efforts of each event involved within the program, including outlets, responsibilities, and timelines.

Organizational Capacity
- Describe details of the organization such as year of operation, staff size and roles. Specify the organizational structure and details of the staff who will be administering this program including positions, roles and responsibilities.
- Share details of previous experience leading work-based programs. Indicate past successes and barriers and demonstrate how past experiences will lead to a high likelihood of success with this program.
- Explain sustainability opportunities for this program, or activities within this program. Include options or alterations to the program that may lead to the sustainability. Include potential history of offering similar work-based learning activities and how this program has evolved over time.

Budget Narrative & Spreadsheet
- The attached budget should be downloaded from the budget spreadsheet provided in Appendix D. The applicant should complete this spreadsheet and include accurate details of how item costs are calculated, reflecting all expenses of the program. All budget items listed should be accurately discussed throughout the project design narrative where appropriate in how these items or staff will be used to support the program and participants.
- Applicants are required to match the funds received with financial resources equal to at least 25% of the amount of funds received. The financial resources used to provide the match may be private donations, in-kind contributions, or public funds other than the grant funds received from this grant opportunity. Please describe the amount of

matching funds, fund source and use of funds. Documentation of matching fund availability is required as an attachment.

Ensure the total grant funds requested in your application match the total amount included on the Budget Spreadsheet (Appendix D). Upload the completed Budget Spreadsheet (Attachment D) as an Excel document in the application forms section – **BUDGET MUST BE UPLOADED AS AN EXCEL FILE ON THE TEMPLATE PROVIDED.**

Application Attachments
Upload the following in the Attachment section of Iowagrants.gov:
- Completed Budget Spreadsheet form (Appendix D) (upload the Excel spreadsheet).
- Program Plan and Performance Measures Spreadsheet (Appendix E) (upload the Excel spreadsheet)
- Key Partnerships and Collaborations (Appendix F) (Upload the fillable PDF)
- Private Match Documentation – Required. Applications will not be reviewed without appropriate private match documentation. See #6 in Award Information for appropriate documentation examples.

Minority Impact Statement
Pursuant to 2008 Iowa Acts, HF 2392 Iowa Code Section 8.11, all grant applications submitted to the State must include a Minority Impact Statement. This requires applicants to consider the potential impact of the grant's proposed programs or policies on minority groups. This form includes a series of questions for the applicant to complete identifying either a potential positive impact, negative impact, or no impact.

Regional priorities- 10 points
The top priority for FY 2024 is to facilitate and support the development, capacity, and sustainability of work-based learning plans within schools and employers, which include the development of internships, pre-apprenticeships, and Registered Apprenticeship programs between high schools and employers. **Knowing this is top priority please detail the following.**

- Identify two **additional** work-based learning priorities for the region most needed to prepare students for the workforce and to make quality connections between high school students and employers.
- Identify and explain the information and data that supports the priorities you have identified.
- Identify and justify the information and data gathered that supports these additional identified priorities.

Program Plan and Performance Measures – 40 points
- Complete the provided project plan template (Appendix E). The total number of Category One events shall not exceed 33% of the total number of events planned for the year.
- Describe in detail the goals of the program related to the grant priorities.
- Provide details on how events and program efforts will be evaluated to determine success. Expand on the details listed in the appendices such as quarterly goals, general timelines of events, delivery methods, and key performance indicators.
- Describe with detailed timelines and recruitment efforts to communicate with every high school in the region to be served and recruitment efforts.

Partnerships/Collaborations - 20 points:
- Complete the Partnership/Stakeholder fillable PDF (Appendix F)
- Identify the key partnerships and collaborations by name which you are currently working with, their role with this program, ways you have reduced duplication with these partnerships and the services they provide to meet regional work-based learning goals.
- Identify the key partnerships and collaborations by name which you are proactively planning to work with, their role with this program, ways to reduce duplication and the services they will provide to meet regional work-based learning goals.
- Describe the communication plan with partners and how communication efforts of each activity involved within the program, including outlets, responsibilities, and timelines.

Organizational Capacity - 20 points:
- Describe details of the organization such as year of operation, staff size and roles. Specify the organizational structure and details of the staff who will be administering this program including positions, roles, and responsibilities.
- Share details of previous experience leading work-based programs. Indicate past

successes and barriers and demonstrate how past experiences will lead to a high likelihood of success with this program.

- Explain sustainability opportunities for this program, or activities within this program. Include options or alterations to the program that may lead to the sustainability. Include potential history of offering similar work-based learning activities and how this program has evolved over time.

Budget Narrative & Spreadsheet - 10 points:

- The attached budget should be downloaded from the budget spreadsheet provided in Appendix D. The applicant should complete this spreadsheet and include accurate details of how item costs are calculated, reflecting all expenses of the program. All budget items listed should be accurately discussed throughout the project design narrative where appropriate in how these items or staff will be used to support the program and participants.

- Applicants are required to match the funds received with financial resources equal to at least 25% of the amount of funds received. The financial resources used to provide the match may be private donations, in-kind contributions, or public funds other than the grant funds received from this grant opportunity. Please describe the amount of matching funds, fund source and use of funds. Documentation of matching fund availability is required as an attachment.

APPENDIX C: IowaGrants.gov New User Registration Instructions

Are you new to IowaGrants.gov? Follow these basic instructions to create an account and begin your grant application.

1. Watch this quick 4 min video: https://dom.iowa.gov/iowa-grants-login

2. Go to www.iowagrants.gov

3. Always select the blue button "Click Here to Access Single Sign On Tool" no matter if this is your first time accessing the system or you're already registered.

4. Do not use the "enter your user ID and password" options.

5. If you do not have an account, select "Sign Up" at the bottom of the screen.

6. Enter your first name, last name and valid email address.

7. Complete the Set Up for security methods, including setting your password.

8. Verify your email and enter the verification code that was sent by the system. This email is sent by Admin@id.iowa.gov. This provides you with a one-time code to complete the verification process.

9. Complete your registration by entering your contact information on the Registration page. Enter your basic information and select your Program Area of Interest. While the system instructions do not make this clear, it is important that you select a program area of interest from the drop-down list. This will expedite registration.

Your registration is now pending final system approval. You will receive a confirmation email once approval is complete.

If you have any questions regarding these instructions or want additional assistance, please contact Patrick Rice at patrick.rice@iwd.iowa.gov or 515-725-9077.

APPENDIX D: Iowa Intermediary Work-Based Learning Program Budget Narrative

Please refer to the Excel spreadsheet template provided in the Attachment section of IowaGrants.gov Funding Opportunity announcement.

Complete the budget spreadsheet to provide additional information and justification for the proposed budget.

Attach your final budget narrative to your application submission in IowaGrants.gov as an Excel file.

APPENDIX E: Iowa Intermediary Work-Based Learning Grant Program Plan and Performance Measures Document

Please refer to the Excel spreadsheet template provided in the Attachment section of IowaGrants.gov Funding Opportunity announcement.

Complete the spreadsheet to provide the proposed plan and performance measure goals.

Attach your final program plan and performance measures document to your application submission in IowaGrants.gov as an Excel file.

APPENDIX F: Iowa Intermediary Work-Based Learning Grant Partnership and Collaboration Document

Please refer to the Excel spreadsheet template provided in the Attachment section of IowaGrants.gov Funding Opportunity announcement.

Complete the budget spreadsheet to provide additional information and justification for the proposed budget.

Attach your final partnership and collaboration to your application submission in IowaGrants.gov as a PDF file.